



Personal Pathways to success™

TRIDENT REGIONAL EDUCATION CENTER

ADVISORY BOARD

Minutes of 07.15.09

Present: Rob Kerr (chair), Joan Anderson, Jan Faulkner, Ruth Jordan, Keith Oliver, Patricia Ferguson (coordinator)

Partner: Melody Taylor (*fiscal agent partner representative*)

The following agenda items were addressed:

A. Call To Order

Rob Kerr called the meeting to order at 8:07a.

B. Minutes of April 28, 2009

Joan Anderson motioned for the approval of the April 28, 2009 minutes and Jan Faulkner seconded with full acceptance by the RECAP.

C. TREC Project Highlight

1. The RECAP members reviewed the Center's Report to the Community (annual performance report) completed by the coordinator. The members requested that a historical section as well as an email contact listing be included in the report. The members also requested that the document be submitted electronically to the full RECAP for review and/or updates. R. Kerr advised that the document should be published on virtual TREC once it is complete.
2. In April 2009, the RECAP agreed to seek the assistance of a web consultant to update virtual TREC based on the needs of the region. Through the fiscal agent, the board contracted with F22 Solutions. Following several meetings and attempts to update the Trident's web site (personalpathways.sc.gov/trident), the consultant was unable to provide the website updates requested by the RECAP and offers the following information about the site's current Content Management System, CMS: The consultant of F22 Solutions of Mt. Pleasant expressed that the site's CMS is inflexible, non-engaging and outdated. Following a very vigorous discussion about the site's capability to assist the center in meeting its mission (*Trident's web based center connecting students, employers, parents, educators and adult learners to resources to realize a competitive region...*), the RECAP decided that the Chair should address the RECAP about the board's concerns. The members agreed to be proactive in their approach and take the lead to secure a system that would meet the needs of the region. The RECAP requested a list of options taking into consideration its procurement responsibilities. The RECAP asked P. Ferguson to collect the necessary information and prepare a proposal for the RECAP, represented by the Chair, to present to the RECAP in August 2009. P. Ferguson will create the proposal and include the following information as requested by the members: current system structure, recommendations based on regional needs, cost of all options, system differences, pro's and con's of the current and the recommended systems.

D. EED CC/RECC Updates

Rob Kerr shared the following information provided at the June 23, 2009 RECAP meeting hosted in Greenville during the South Carolina Education and Business Summit.

- RECAPs continue to have difficulty filling vacant advisory board member positions. Otis Rawl (SC Chamber of Commerce) will contact all state delegations regarding new board member appointments. He will also propose to the delegations that RECAP members would submit board member recommendations to its local delegations. If there is no action by a delegation within 30 days, the recommended community member(s) would immediately fill the vacant board position(s). RECAPs were advised to contact O. Rawl if they are satisfied with their local reappointment process and have no need for him to contact their delegation.
- A 501 c 3 has been approved through the SC Chamber of Commerce to receive contributions on behalf of Personal Pathways to Success.
- RECAP members are encouraged to engage SC Technical College representatives in the RECs' efforts to accomplish the goals of Personal Pathways to Success.
- The next RECAP meeting is scheduled on August 25, 2009.

Following the report, R. Kerr asked for information about the events of the Summit since he was not able to attend the session. P. Ferguson advised that her brief attendance at the event was committed to host a Personal Pathways booth, facilitate an REC workshop and participate in REC meetings. J. Anderson informed the members that she participated in a Career Pathways training to learn of ways that the region could involve business and industry in pathway projects. She also mentioned that she was seeking current best practices that would benefit the Trident's region first cluster advisory group, Health Sciences.

E. Committee Reports:

1. Business & Education

The soft skill solution team has defined eight Trident soft skills, outlined a soft skill course curriculum and designed the course with the regional instructors who will teach the pilot course. Fort Dorchester, Goose Creek, West Ashley and Woodland high schools will pilot the course in September 2009. The committee distributed the eight soft skills diagram/poster for review. Members provided a few suggestions for the document and asked to receive an electronic version for distribution. The committee's next task includes the recruitment of local business leaders to participate in the project.

2. Partner

The following regional organizations have expressed an interest in collaborating with the Trident Regional Education Center: South Carolina Gear Up, TOSCC Management Executives, Trident Literacy Association, P20 Council, and Carolina Youth Development Center. P. Ferguson will provide an update on the partnerships at a future RECAP meeting.

3. Public Awareness

P. Ferguson has prepared a draft outline for the Center's ambassadors program and will present the program after final REC budget decisions are made. P. Ferguson also shared regional Individual Graduation Plan data, which highlighted the number of Trident students in grades eight through ten who are interested in each of the sixteen career clusters as well as the post-secondary plans of the students. After a robust discussion and review of the data, members facilitated a question that focused

on how the region makes the connection between the students' requests and actual careers. J. Anderson advised that the cluster focus groups and cluster booklets have helped (although they are difficult to access.) R. Kerr advised P. Ferguson to ensure that the career booklets are located in a convenient section of virtual TREC as well as scpathways.org. Following the discussion, K. Oliver requested a 10 – 15 minute explanation of the IGP process during the next RECAP meeting. R. Kerr asked J. Anderson to secure a presenter for the 09.16.09 meeting.

F. Old Business

1. Connect2Business – P. Ferguson shared the list of Trident businesses that have registered on the system. She also highlighted which of the sixteen clusters the registered businesses represent.
2. RECAP Appointments – P. Ferguson requested that the board consider the nomination of an Information Technology professional and a Marketing professional for the 2010 RECAP appointments. The members agreed and R. Kerr will seek a few recommendations from the community. Members also agreed that recent graduates of Leadership Berkeley, Charleston and Dorchester should be contacted about potential appointments. R. Kerr advised that the executive committee would approach the local delegations about appointments and will begin with an electronic letter. P. Ferguson will send the previous appointment letter as well as the progress report letter and attachments to R. Kerr electronically for review and updates.

G. New Business

SCDE has not released a final budget for the regional centers. When the budget is released, RECAPs should expect a 2- 4% reduction. RECs are also encouraged to spend with much caution.

H. Discussions/Announcements

- J. Anderson advised the members that Charleston County School District is seeking to fill a few health science positions this year.
- R. Kerr asked P. Ferguson to investigate how the RECAP could provide conference call features for members who need to call in for the bimonthly meetings.
- R. Kerr reviewed the action items and thanked the members and partners for attending the meeting.

J. Adjournment

The meeting was adjourned at 9:57a.